

The City of Frederick, Maryland
RECREATION & PARKS COMMISSION

Minutes of June 14, 2011

(Approved August 9, 2011)

Members Present: J. Baldi, M. Lawrence, R. Fox, C. Meierhoefer, J. Grove, K. Wagester, D. Rivera,

R. Knight

Staff Present: R. Myers, K. Winterstein, G. Dunn

Regrets: J. Myers

Meeting called to order by Chairman J. Baldi at 7:02 p.m.

- 1. Review of the May 10, 2011 minutes:

Motion by C. Meierhoefer to approve the minutes as submitted

2nd by M. Lawrence

All in favor.

- 2. Request from the Historical Society of Frederick County, Inc. to be allowed to serve alcohol at their "Creek Speaks Gala Fundraiser" to be held at Carroll Creek Urban Park Delaplaine ¼ Section on September 23, 2011. *TABLED until next meeting as no one was present for this item.*
- 3. Request from 1 By Youth to waive rental fees for the use of Harry Grove Stadium on October 7 & 8, 2011. JoAnn Pleasants, Community Director was present to offer that this is a mission project that is sponsored by a non-profit organization out of Loveland, Colorado. Her church has been part of this project for the past ten (10) years sending youth out for a week of work camp in various cities throughout the United States. This new mission project was launched this past October in four (4) cities in the fall and six (6) cities this spring; the closest being Manassas, Virginia. The goal is to bring 1000 youth with their leaders to our community for a day of service. They would like to use Harry Grove Stadium to meet, have the opening rally and end with a community block party. Meetings have been taking place with City staff and local organizations in order to compile a list of service projects. They are partnered with Rebuilding Together and Habitat for Humanity which has met with several City staff from FCAA, Recreation & Parks Department and continuing to talk to various other groups and organizations to formulate the project list. This is not just a one time event; the opportunity exists to bring this back every fall to this community and we want to continue to help year after year.

R. Myers recommends that this fee be waived due to the fact that a lot of the projects will be within the City's park system and it seems appropriate to waive the fees when the bulk of the work will benefit the City directly.

J. Baldi stated he felt that this project is a great benefit to the City.

J. Grove inquired about the \$1,000 fee. K. Winterstein offered that they are using the facility for two (2) days at \$500 each. October 7 is to set up for their event and October 8 is the actual event.

Motion by J. Grove to recommend to the Mayor and Board of Aldermen to approve the waiver of fees for Harry Grove Stadium on October 7 & 8, 2011 for 1 By Youth;

2nd by M. Lawrence

ALL in favor.

- 4. Request from Frederick Memorial Hospital for a reduced parking lot rental fee at Max Kehne Park parking lot. Craig Rosendale, Vice President of Ancillary Services and Phil Guiliano, Security Department Manager from FMH were present. C. Rosendale offered that they started using the Max Kehne Parking lot with the City's approval when "Project 2000" began. The renovations took place for approximately six (6) years and included an additional 283 parking spaces added to an existing parking structure. That sufficed for a number of years, but in the last couple of years the hospitals volumes continue to grow exponentially. Currently the second busiest emergency department in the State of Maryland and projecting over 80,000 visits in the coming fiscal year. There are plans for additional parking in the amount of approximately 500 spaces initially and some additional building and renovation on the property which is land locked. Any time you visit the site now, parking is a precious commodity. After a hiatus we have been using the Max Kehne Park parking lot for about a year now to park a number of management staff and require students working at the hospital to park there as well. Recently we were informed that effective July 1, 2011 a per diem fee would be assessed for the use of the parking lot at Max Kehne Park in the amount of \$200 per day. We are not the only ones who park there and cannot control the lot; we could pay and it would be nice to be guaranteed use of the entire lot all day long, but that does not happen. Several other vehicles park there that are not part of FMH staff. We are not asking for a complete waiver but a 50% reduction to \$100 per day. We are the only hospital in the county, growing all the time and constantly striving to be a good neighbor. Our employees and visitors are asked not to park in the neighborhood and the park goes a long way in helping us create more parking spaces. Statistics are kept on a daily basis on the use of the lot and we do need to continue to use it. New parking deck construction on the campus should start sometime in 2012 and we will probably going to have to take quite a few of the employees off the property and shuttle them in as well. The hospital would be very appreciative of any type of waiver.

J. Baldi stated this Commission has tried very hard to be consistent in its recommendations to the Mayor and Board of Aldermen with most requests being denied by this Commission.

R. Myers offered it has been a tough budget process and we were asked to look at a lot of things. One was to establish a graduated rate structure for parking lots depending on how many spaces are in the lot. This fee came to FMH in a very short time frame and staff would not be opposed to a 50% fee waiver for FY12 only. We would also like to assist them with the possibility that the hospital issues a sticker or hang tag to those using the lot and the City would be willing to install signs stating FMH has the right to tow during their hours of use. C. Rosendale stated they will probably use the lot for at least two years or more while construction takes place. Further there will be some limit to this use in the future, but they don't know what that is right now. R. Myers further stated the agreement will be to be out by 5:00 p.m.

R. Fox stated it is definitely important that there has to be dedication of spaces if fees are associated with the use.

R. Myers stated that Transit has approached the City a number of times to use this particular lot, but the issue is they cannot guarantee their riders can be out by 5:00 p.m. There are also issues with the neighbors of the park not wanting park patrons to park on the streets surrounding the park and they are very vocal about it as well. With the fact that FMH is out by 5:00 p.m. it is a great relationship.

R. Knight offered that being a former neighbor of the hospital, they are very diligent about monitoring the neighborhood to make sure their staff and/or visitors are not parking there. C. Rosendale stated they try very hard to maintain a good relationship with the neighbors. The biggest problem now because we have become not only a smoke free work place but a smoke free work day so employees are not supposed to go anywhere to smoke during their work shift. There are occasional issues in the neighborhood, but we take it seriously. We have accelerated our disciplinary process on smoking that you don't get the normal amount steps, you can be terminated a lot quicker if you smoke during your work day; so we take our relationship with the neighbors very seriously.

Motion by R. Knight to recommend to the Mayor and Board of Aldermen to approve a partial 50% waiver of fees for the Max Kehne Park parking lot in FY12 for FMH;

2nd by C. Meierhoefer

ALL in favor.

- 5. Discussion of a request from Ausherman Development Corporation for the Clover Ridge Parkland Deferral Agreement. Mr. Jonathan Pembroke of Ausherman Development and Gabrielle Dunn of the City's Planning Department were present. J. Pembroke offered some points for the phasing plan. The development is a 391 single family unit subdivision currently with 251 lots recorded. Approximately 230 lots are occupied. Part of the subdivision is a 33.15 acre parkland to be conveyed to the City prior to the recordation of the last lot. Conveyance would mean we would have to build all of the developer required improvements within the parkland. The subdivision was approved in 2001 under the old subdivision regulations; however, plats, site plans, etc. are processed under the current LMC so there is some confusion. That is the basis of this request. The parkland improvements themselves shown on the 2nd page of the color rendering; highlighted are developer required improvements. With the agreement, Conundrum Drive improvements which are highlighted in blue are more or less an 8' asphalt pathway to be constructed through a forestation area; a 10' access drive and a bridge going over an existing creek. The Washburn Court improvements (shown in purple) are a 20' access driveway and a 10' wide vehicular bridge going over a creek as well as a gravel parking lot. The third set of developer required improvements within the parkland are the clearing of undesirable debris, grading of the parkland the stabilization. We are not required to install the ball parks, fields, tot lots, building, etc.; they are to be supplied by the City in the future. Timeframe on the phasing for these improvements has not been set and would be completely up to the City what they wanted to put there. Ausherman would have to supply a plan showing the proposed grading, clearing, stabilization for City approval in the future. About a year ago the process to record a plat started because in the eyes of the State tax assessor, this is 33 acres of taxable, developable land and if we were to record the plat stating City Parkland then it would be eliminated from the tax rolls and save the developer money. The current LMC required that all developer required improvements be bonded or guaranteed prior to the plat recordation. If we don't bond them, we have to have the deferral agreement. Phasing states they only have to convey prior to the recordation of the last lot, but in order to guarantee that developer responsible improvements we would have to have an engineer's cost estimate. To do that, we have to have an approved engineering plan and in order to do that we would have to have one large MDE Wetlands and Waterways permit allowing us to build the bridges and grade within the 100 year flood plain. That permit has a two year life; after that you can apply for an extension but you don't always get one. If no extension is granted, it is null and void and if construction has not started or started but not complete, you have to go through the entire process again from the start which is intensive. To clarify, we are not asking to convey parkland at this time, simply just to proceed with the platting of the parkland. We will construct it per our subdivision phasing plan as originally approved and move forward from there.

G. Dunn of the Planning Department offered some background information on the platting process. In this case some of the public improvements are different in nature as they are to parkland. You would essentially be deferring the improvements to allow the developer to record the lot and that deferral would be consistent with the phasing plan that the Planning Commission has already approved. From a staff perspective we do not have an issue with it, but from a technical perspective it is not legal to record that lot without all the public improvements required for the parkland being bonded or constructed. The deferral agreement is a mechanism in the code that is allowed if approved by the Mayor and Board of Aldermen.

Motion by R. Fox to recommend to the Mayor and Board of Aldermen to accept the deferral agreement for the Clover Ridge subdivision and/or Ausherman Development;

2nd by R. Knight

ALL in favor.

***Planning to handle taking this item to the Planning Commission and the Mayor and Board of Aldermen.*

- 6. Discussion on how to start a "Friends Of" group for Carroll Creek Urban Park. R. Myers offered that people that are interested in the urban Carroll Creek are interested in starting a group. We have nine (9) other "Friends Of" groups with the largest being the Friends Of Baker Park. Some groups are focused on one project while others work continuously. These groups do a lot of different things that help the City do things we can't do ourselves. For example the Friends Of Hospital Park just purchased and installed a playground unit and the City provided some labor. How this works is we ask you to provide the documentation as requested by creating bylaws, electing officers and notify or prove to us that you have invited everyone in your community to be a part of your group. You would then come back to this Commission to receive a recommendation to the Mayor and Board of Aldermen to recognize your group. Once the Mayor & Board of Aldermen approve your group, which is an important step and official recognition, you can fundraise, etc. for your particular park. R. Myers suggested in this case to invite the Downtown Frederick Partnership. The group was thankful for all the information and anxious to get started. R. Myers also suggested they work with Friends Of Baker Park in the creation of their own bylaws and 501c3 status.

General discussion:

- * Discussion over Mayor and Board vote on the request for a waiver of fees for the Baker Park Bandshell by the Maryland Shakespeare Theatre.
- * R. Fox asked for a list of flag poles maintained by the City.

Meeting adjourned at 8:15 p.m.

Respectfully submitted,

Kristi A. Winterstein

Commission Secretary